

**REPORT TO:** East Lothian Council

**MEETING DATE:** 27 April 2021

**BY:** Executive Director for Council Resources

**SUBJECT:** Schedule of Meetings 2021/22

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## **1 PURPOSE**

- 1.1 To set the Schedule of Meetings of the Council, committees and other forums for 2021/22.

## **2 RECOMMENDATIONS**

- 2.1 The Council is asked:
- i. to approve the proposed Schedule of Meetings for 2021/22;
  - ii. to note that the date of the budget-setting meeting will be set at a later date;
  - iii. to note that the schedule is subject to change, and that any changes will be communicated to Members and officers as soon as practicable.

## **3 BACKGROUND**

- 3.1 The annual Schedule of Meetings for 2021/22 is presented to Members for approval. There are c.100 committee meetings scheduled for 2021/22, and the schedule largely follows the pattern set in recent years. However, as 2022 is a local government election year, the Council will go into election recess at the end of March 2022. In accordance with Standing Orders, the first meeting of the newly elected Council must be held within 21 days of the date of the election. In 2022 the date of this meeting has been scheduled for 24 May. A proposed schedule of meetings for May/June 2022 will be brought forward at a later date.
- 3.2 Members should note that the Integration Joint Board (IJB) sets its own dates (including those for the IJB Audit & Risk Committee). As these meeting dates have not yet been approved by the IJB, the dates included on the schedule are provisional and therefore subject to change.
- 3.3 Members should also note that the date of the budget-setting meeting will be scheduled and communicated to Members in due course. In addition, it is likely that a special meeting of the Audit & Governance

Committee will be required during October; Members will be advised of the date of this meeting as soon as possible.

3.4 A number of dates have been included for Members' briefings. Members will be advised of the topics during the course of the session.

3.5 Details of meeting arrangements (remote meetings/venues) will be issued in due course, in accordance with COVID-19 guidance.

3.6 Members are asked to note that the schedule is subject to change and that any changes will be communicated as soon as practicable.

#### **4 POLICY IMPLICATIONS**

4.1 None

#### **5 INTEGRATED IMPACT ASSESSMENT**

5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

#### **6 RESOURCE IMPLICATIONS**

6.1 Financial - None

6.2 Personnel - None

6.3 Other - None

#### **7 BACKGROUND PAPERS**

7.1 East Lothian Council Standing Orders

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<b>DATE</b>	29 March 2021

**East Lothian Council  
Schedule of Meetings 2021/22**

Day	Date	Time	Committee/Meeting	Venue*
Tues	17 August 2021	10.00	Planning Committee	
Thurs	19 August 2021	14.00	Local Review Body (Planning)	
Tues	24 August 2021	10.00	East Lothian Council	
Thurs	26 August 2021	10.00	East Lothian Licensing Board	
Tues	31 August 2021	14.00	Musselburgh Common Good Committee	
Thurs	2 September 2021	10.00	Employee Appeals Sub-Committee	
Tues	7 September 2021	09.15 10.00 14.00	Haddington Common Good Committee Planning Committee Members' Briefing	
Thurs	9 September 2021	10.00 14.00	Licensing Sub-Committee Policy & Performance Review Committee	
Tues	14 September 2021	10.00 14.00	Cabinet IJB Audit & Risk Committee	
Wed	15 September 2021	14.00	Joint Consultative Committee	
Thurs	16 September 2021	10.00 14.00	Homelessness Appeals Sub-Committee East Lothian Integration Joint Board	
Tue	21 September 2021	10.00	Audit & Governance Committee	
Thurs	23 September 2021	10.00 14.00	East Lothian Licensing Board, to be followed by East Lothian Local Licensing Forum/Board Joint Meeting Petitions & Community Empowerment Review Committee	
Tue	28 September 2022	10.00	North Berwick Common Good Committee	
Wed	29 September 2021	10.00	Dunbar Common Good Committee	
Thurs	30 September 2021	14.00	Local Review Body (Planning)	
Tues	5 October 2021	10.00 14.00	Planning Committee Members' Briefing	
Thurs	7 October 2021	10.00	Employee Appeals Sub-Committee	
Thurs	14 October 2021	10.00	Licensing Sub-Committee	
<i>Autumn Recess: Friday 15 October – Monday 25 October 2021</i>				
Tues	26 October 2021	10.00	East Lothian Council	
Thurs	28 October 2021	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board	
Tues	2 November 2021	10.00	Planning Committee	
Thurs	4 November 2021	10.00	Employee Appeals Sub-Committee	

Tues	9 November 2021	10.00 14.00	Cabinet Members' Briefing	
Thurs	11 November 2021	10.00 14.00	Licensing Sub-Committee Police, Fire & Community Safety Scrutiny Committee	
Tues	16 November 2021	10.00	Musselburgh Common Good Committee	
Wed	17 November 2021	10.00	Dunbar Common Good Committee	
Thurs	18 November 2021	10.00  14.00	Homelessness Appeals Sub- Committee Local Review Body (Planning)	
Tues	23 November 2021	09.15  10.00	North Berwick Common Good Committee Education Committee	
Thurs	25 November 2021	10.00	East Lothian Licensing Board	
Tues	30 November 2021	10.00	Audit & Governance Committee	
Thurs	2 December 2021	10.00 14.00	Employee Appeals Sub-Committee Petitions & Community Empowerment Review Committee	
Tues	7 December 2021	09.15  10.00 14.00	Haddington Common Good Committee Planning Committee IJB Audit & Risk Committee (tbc by IJB)	
Wed	8 December 2021	14.00	Joint Consultative Committee	
Thurs	9 December 2021	10.00 14.00	Licensing Sub-Committee East Lothian Integration Joint Board	
Tue	14 December 2021	10.00	East Lothian Council	
Thurs	16 December 2021	10.00  14.00	Policy & Performance Review Committee Local Review Body (Planning)	
<i>Winter Recess: Friday 24 December 2021 – Monday 10 January 2022</i>				
Tues	11 January 2022	10.00	Planning Committee	
Thurs	13 January 2022	10.00	Licensing Sub-Committee	
Tues	18 January 2022	10.00 14.00	Cabinet Members' Briefing	
Thurs	20 January 2022	10.00  14.00	Homelessness Appeals Sub- Committee Local Review Body (Planning)	
Thurs	27 January 2022	10.00	East Lothian Licensing Board	
Tues	1 February 2022	10.00 14.00	Planning Committee Members' Briefing	
Thurs	3 February 2022	10.00	Employee Appeals Sub-Committee	
Tues	8 February 2022	14.00	Members' Briefing	
Wed	9 February 2022	10.00	Dunbar Common Good Committee	
Thurs	10 February 2022	10.00	Licensing Sub-Committee	
Tues	15 February 2022	10.00	Audit & Governance Committee	
Wed	16 February 2022	10.00	North Berwick Common Good Committee	
Thurs	17 February 2022	14.00	Local Review Body (Planning)	

Tues	22 February 2022	10.00	East Lothian Council	
Thurs	24 February 2022	10.00 14.00	East Lothian Licensing Board East Lothian Integration Joint Board	
Tue	1 March 2022	09.15 10.00	Haddington Common Good Committee Planning Committee	
Wed	2 March 2022	14.00	Joint Consultative Committee	
Thurs	3 March 2022	10.00 14.00	Employee Appeals Sub-Committee Petitions & Community Empowerment Review Committee	
Tues	8 March 2022	10.00 14.00	Cabinet Members' Briefing	
Thurs	10 March 2022	10.00 14.00	Licensing Sub-Committee Policy & Performance Review Committee	
Tues	15 March 2022	14.00	IJB Audit & Risk Committee	
Thurs	17 March 2022	10.00 14.00	Homelessness Appeals Sub- Committee Local Review Body (Planning)	
Tues	22 March 2022	10.00 14.00	Education Committee Musselburgh Common Good Committee	
Wed	23 March 2022	10.00	Planning Committee	
Thurs	24 March 2022	14.00	East Lothian Integration Joint Board	
Tues	29 March 2022	10.00	East Lothian Council	
Thurs	31 March 2022	10.00	East Lothian Licensing Board	
<i>Election Recess: Friday 1 April – Monday 23 May 2022</i>				
Tues	24 May 2022	10.00	East Lothian Council	

20 April 2021  
Draft – V.4

**\*Key to venues**

*Venues to be added once the position is known regarding the return to face-to-face meetings, and the completion date for building works being carried out in the Council Chamber.*